

Site Visit Form

Jurisdiction: _____ County

Date: _____

Location: _____

Weather: _____

Auditor(s): _____

Road Class: _____

Paved _____ Unpaved _____ Unimproved _____

Posted Speed Limit _____

Sketch of road section:

Include exact start and end point of segment, lane widths, access roads, intersections, north arrow, and other features as appropriate. Indicate areas in need of improvement.

N

Overall Evaluation of Road Segment, check one and/or comment:

1. Leave Section as it is, no improvement needed at this road section	
2. Schedule Routine Maintenance	
3. Major Reconstruction Required	
4. Perform Routine Maintenance Immediately	
5. Spot improvements needed	
6. Comments:	

Detailed evaluation of Road Segment and/or Specific Areas as indicated on the sketch:

Direction of travel	Location (entire segment and/or specific area as noted on sketch)	Description of Concern or Insert a number from the Checklist	Study conducted	Urgency (insert number from list below)	Possible Improvements	Cost

Urgency, considering classification of the roadway and cost of improvements:

1. Leave as is
2. No urgency, but should be addressed
3. Schedule improvement in reasonably short time
4. As soon as possible

The above documentation of this form is a result of evaluating all applicable items of the attached checklist; however, only deficiencies were documented. The sections or items on the checklist that were not applicable were crossed out.

Signed _____

Checklist of “What to Look For”:

Roadside Features / Physical Objects

1. Are clear zones in accordance with guidelines and free of hazards or obstructions?
2. If obstructions are present in the clear zone, are they properly protected, or can they be removed?
3. Are dead trees close to the roadway in need of being removed?
4. Are safety barriers installed at all necessary locations (on bridges and at non-traversable side slopes in the clear zone) and in accordance with guidelines?
5. Are the crash barrier systems suitable for the purpose (are they over or under designed)?
6. Are the existing crash barrier systems warranted?
7. Is the length of crash barrier adequate and correctly installed with proper end treatments?
8. Are non-crashworthy, blunt end treatments of guiderail located in the clear zone?
9. Is there a safe run-off area behind breakaway terminals?
10. Are ditches or pavement drop-offs > 2” present on the sides of the roadway that can cause erratic behavior of a vehicle upon exiting the roadway?

Road Surface-Pavement Condition, Surface Condition of unpaved roads

11. Is the pavement free of defects (excessive roughness or rutting, potholes, etc.) that could result in safety problems (loss of steering control)?
12. Are changes in surface type (where pavement ends or begins) free of poor transitions?
13. Is the pavement free of locations that appear to have inadequate skid resistance that could result in safety problems, particularly on curves, steep grades, and approaches to intersections?
14. Is the pavement free of areas where ponding or sheet flow of water may occur resulting in safety problems?
15. Is the pavement free of loose aggregate/gravel, which may cause safety problems?

Roadway Design/Geometry

16. Are lane widths between the typical 10’ – 12’ wide?
17. Are any abrupt lane width transitions present that may cause confusion?
18. Are shoulder widths appropriate and traversable for broken down or emergency vehicles?
19. Is the shoulder cross slope sufficient to provide proper drainage?
20. Where passing is allowed, are adequate passing opportunities provided?
21. Where left turns are frequent from a roadway segment, are left turn lanes provided? Are tapers provided in accordance with the latest guidelines?
22. Is speeding an issue along this particular segment?
23. Do speed limits appear to be unsafe or unreasonable?
24. Is the roadway design adequate for the existing volume of traffic (are the number of lanes sufficient, pavement quality appropriate)?
25. Is this segment of roadway intended for the existing volumes of traffic (is there an inefficient intersection or segment of roadway in the vicinity that motorists are avoiding by using this segment)?
26. Is there evidence of unreported accidents such as damaged guiderail or skid marks or tire tracks off of the pavement?

Road Surface-Pavement Markings

27. Are all necessary pavement markings (centerlines, edge lines, lane delineation) installed?
28. Are pavement markings clearly visible and reflective for all likely conditions (day, night, rain, fog, rising or setting sun, oncoming headlights, light colored pavement surface, poor lighting)?

29. Are RPM's used to distinguish traffic lanes on light colored (concrete) pavement surfaces?
Are they in good order?
30. Are old/conflicting pavement markings removed from the roadway to avoid confusion?
31. Are vehicle paths through intersections delineated with dashed lines where required?
32. Are travel paths and crossing points for pedestrians and cyclists properly signed and/or marked?
33. Is the distance between stop bars and marked crosswalks a minimum of 4'?

Signing and Delineation

34. Are signs needed to improve safety?
35. Are existing regulatory, warning, and directory signs in the correct place, clearly visible, and properly positioned with respect to lateral clearance and height?
36. Do sign supports conform to guidelines (are signs mounted on breakaway posts in the clear zone)?
37. Are there improper or incorrect signs in place which may cause safety problems?
38. Are there unnecessary or redundant signs which may cause safety problems?
39. Are signs reflective for all likely conditions (day, night, rain, fog, rising or setting sun, oncoming headlights, poor lighting)?
40. Are signs placed so as not to restrict sight distances?
41. Are curves marked with proper delineation (post delineators, chevrons, large arrow signs)?
42. Are curve warning signs and advisory speed plaques located where the horizontal alignment is not suitable for the legal speed limit?
43. Are the proper curve or turn warning signs used, based on the speeds at which the curve can be safely maneuvered.
44. Are there numerous violations of parking or other traffic regulations?

Intersections and Approaches

45. Is the sight distance adequate for traffic entering a main segment of roadway from a side street approach and based on the 85th percentile speed of the main segment?
46. Is the sight distance adequate for traffic turning left from a main segment of roadway onto a side street approach and based on the 85th percentile speed of the main segment?
47. Is the sight distance adequate for traffic to stop behind traffic turning left from a main segment of roadway without a separate left turn lane onto a side street approach and based on the 85th percentile speed of the main segment?
48. Can sight obstructions be removed or trimmed back?
49. Does vertical or horizontal geometry pose a sight distance issue at approaches to the roadway segment? Can the approaches or driveways be relocated to a safer location?
50. Are intersections free of abrupt changes in elevation or surface condition?
51. Are advance warning signs installed when intersection traffic control cannot be seen a safe distance ahead of the intersection or when an intersection occurs at the end of high speed segments of roadway?
52. Are curb radii too small (hard to maneuver without crossing over yellow lines) or too large (high speeds are inviting).
53. Are curb, traffic island, and median alignments appropriate such that a confusing situation is not created (are erratic vehicle maneuvers such as stopping or backing at gore areas, wrong-way movements, or traffic violations common)?
54. Are parking restrictions posted at proper distances from corners in accordance with guidelines to allow for required sight distance?
55. Would one-way operation of any particular road increase safety while maintaining traffic flow?

Lighting

56. Is appropriate lighting installed at intersections, roundabouts, pedestrian and bicycle crossings, pedestrian refuges, etc?
57. Is all lighting operating satisfactorily?
58. Are the appropriate types of poles used for all locations and correctly installed (are rigid poles protected in clear zones)?
59. Does lighting exist that may conflict visually with traffic signals or signs?
60. Has lighting for signs, particularly overhead signs, been provided where necessary?

Traffic Signals

61. Are traffic signals operating correctly and efficiently (are cycle lengths appropriate for the volume of traffic, can delay be reduced)?
62. Are the number and location of signal displays appropriate?
63. Are traffic signals clearly visible to approaching motorists? Are 12" signal heads and LED lamps used?
64. Is the end of likely vehicle queues visible to motorists so that they may stop safely?
65. Are queue lengths excessive and backing into adjacent intersections?
66. Do queues clear each cycle?
67. Have any visibility problems caused by the rising or setting sun been addressed?
68. Are signal displays shielded so that they can be seen only by the motorists for whom they are intended?
69. Where signal displays are not visible from an adequate distance, are signal warning signs and/or flashing lights installed?
70. Are pedestrian signals and push buttons installed in accordance with the latest guidelines?
71. Does it appear that adequate walk and don't walk time is provided for all pedestrians young and old to get safely across the road?
72. Are physical provisions for handicap pedestrians (handicap ramps, audio-tactile push buttons for the visually impaired where necessary) existing and in accordance with the latest guidelines?
73. Where auxiliary lanes are present (left turn or right turn only), is advanced warning of the auxiliary lane present where the lane begins?
74. Are tapers provided in accordance with the latest guidelines?
75. Are left arrow and right arrow pavement markings present and clearly visible to motorists?

Special Road Users, Railroad Crossings

76. Where necessary, is crash barrier installed to separate vehicle, pedestrian, and cyclist traffic?
77. Is there evidence of worn pedestrian paths where sidewalks are not present or inadequate?
78. If a bicycle lane is present, is the pavement width adequate and is the route continuous and free of squeeze points or gaps?
79. Are bicycle safe grates provided at drainage pits where necessary?
80. Are bus stops and mail boxes safely located with adequate clearance and visibility from the traffic lane?
81. Is appropriate advance signing provided for bus stops and refuge areas?
82. Are railroad crossing (cross bucks) signs used on each approach at railroad crossings?
83. Are railroad advance warning signs used at railroad crossing approaches?
84. Are railroad crossings free of vegetation and other obstructions that have the potential to restrict sight distance?
85. Are roadway approach grades to railroad crossings flat enough to prevent vehicle snagging?